

Supplementary Information for Legislative Review

1991 - 1992 Departmental Expenditure Estimates

Manitoba
Cooperative,
Consumer and
Corporate Affairs





92-00678/

DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS

SUPPLEMENTARY INFORMATION

FOR

LEGISLATIVE REVIEW

1991-92 EXPENDITURE ESTIMATES

PREFACE

THIS SUPPLEMENT HAS BEEN PRODUCED BY THE DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS TO PROVIDE BACKGROUND INFORMATION ON THE DEPARTMENT WHICH COMPLEMENTS THE INFORMATION ALREADY CONTAINED IN THE PRINTED MAIN ESTIMATES.

THE CONTENTS OF THIS SUPPLEMENT ARE ORGANIZED INTO THREE PARTS. THE FIRST PART PROVIDES AN OVERVIEW OF THE DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS 1991/92 BUDGET REQUIREMENTS. THE SECOND PART PROVIDES FINANCIAL ANALYSIS INCLUDING DETAILS OF STAFFING REQUIREMENTS AND OF EXPENDITURES. THE INFORMATION IN PART TWO IS ORGANIZED ON THE BASIS OF EXISTING MAIN APPROPRIATIONS SO THAT IT WILL PROVIDE AN EASY CROSS REFERENCE TO THE PRINTED MAIN ESTIMATES. PART THREE PROVIDES HISTORICAL BUDGET COMPARISONS.

THIS DOCUMENT HAS BEEN DEVELOPED TO ASSIST THE MEMBERS OF THE LEGISLATURE IN THE REVIEW OF THE PRINTED MAIN ESTIMATES. IT IS HOPED THAT IT WILL PROVIDE A MEANINGFUL INFORMATION SUPPLEMENT AND THAT IT WILL EVOLVE AND IMPROVE BASED ON THE NEEDS OF THE USERS OF THIS INFORMATION. I WELCOME FEEDBACK AS TO THE USEFULNESS OF THIS SUPPLEMENTARY INFORMATION.

HONOURABLE LINDA G. MCINTOSH
MINISTER OF COOPERATIVE,
CONSUMER AND CORPORATE AFFAIRS

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PART 1
DEPARTMENTAL OVERVIEW

GLOSSARY

Staff Categories

Managerial

Positions which have been delegated the authority and have the responsibility to plan, administer, and control the resources and activities of a defined organizational unit in the Manitoba Government, and are directly and fully accountable for:

- the utilization of resources in achieving planned objectives including the development of a budget and the initiation and authorization of expenditures; and
- the organization's results and impacts:

Professional/Technical

Employees who have duties to relate to specific areas of program operations requiring some functional specialization.

Included in this category are the sub-component agreements of:

Education

Health

Legal, Inspection and Regulatory

Physical Sciences

Social Sciences

Trades, Operations and Services

Professional Officer Series

Personnel Officer Series

Administration (with the exception of the Administrative Officer Series)

Note: Those employees who are managers and are classified in one of the above sub-component agreements or exclusions shall be categorized only once, as managerial.

Administrative Support

Employees who have duties related to the provision of support and assistance to program operators.

Included in this category are the sub-component agreements of:

Clerical

Administrative Officer Series

Staffing Component

Fractions of staff years represent weeks of employment. For example:

65.20 staff years means 65 full staff years and 20 weeks of employment.

Object Codes

Personnel Services	Regular Earnings, Other Earnings (Overtime, Shift Premium), Departmental Ministers and Members of the Legislative Assembly, Fringe Benefits, Other (Worker's Compensation Allowance, Supplement), Health and Education Tax Levy, Personnel Services Recoveries.
Grants/Transfer Payments	Discretionary Grant, Non-Discretionary Grant, Transfer Payment.
Transportation	Vehicles, Aircraft, Other (Taxi, Bus, Freight, Rail).
Communication	Telephone, Electronic Mail, Postage, Courier, Advertising, Exhibits, Radio Systems.
Supplies and Services	Operating supplies, Materials, Office Supplies, Repairs and Maintenance, Utilities, Rentals, Professional Services, Other Fees, Supplies and Services Recovery.
Public Debt	Debt Redemption, Interest on Debt, Discount on Debt, Amortization, Bank Charges, Foreign Exchange, Sinking Fund, Other Charges.
Capital	Land, Buildings, Furniture, Vehicles, Equipment, Capital Grants, other Physical Assets.

Other Operating

Hotels, Meals, Computer related charges, Loss, Damage, Insurance and extraordinary costs, Publications, Employee Education Assistance, Relocation and transfer costs, Other (Membership Fees, Hospitality, Uniforms, Conference/ Convention Registration Fees, Incidental Allowances)

Social Assistance
Related Acts

Clothing for Citizens, Fees and Services, Assistance Payments (Food, Shelter, Allowances, Utilites), Transporation, Health, Special Needs.

Terminology

Adjusted Vote

Is a realignment of previous year's vote for any organizational change to provide for more accurate and realistic comparisions from one budget year to the next.

Staff Turnover Allowance

Is an adjustment made to a salaries account to allow for attrition and staff turnover. It is a negative adjustment to enable the organization to more accurately display salary requirements.

Variance Explanations

Explanations for significant Other Expenditures increases or decreases from adjusted vote requiring explanations are defined as follows:

Base Levels	Level of Significance
-----	-----
\$1,000,000 to 5,000,000	15%
\$5,000,000 and over	10% or \$2,000,000

DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS

MINISTER

HONOURABLE LINDA G. MCINTOSH

DEPUTY MINISTER

D. ZASADA

Role and Mission Statement

The objectives of Cooperative, Consumer and Corporate Affairs are:

1. The protection of the public; and
2. The maintenance of a marketplace in which businesses can fairly compete.
3. The promotion and assistance in the development and regulation of cooperatives and credit unions to fulfill a broad range of social and economic needs.

This mission strives to both improve consumer/business transactions, which in turn, can foster, overall a more positive environment in the marketplace and ultimately contribute towards increased economic development, and to foster the development of cooperatives and credit unions.

It is a continuing process involving assisting consumers and businesses by mediating complaints, administering legislation, providing information to both consumers and business, and discharging responsibility for some 400 active cooperatives, credit unions and caisses populaires.

The Department of Consumer and Corporate Affairs was formed in 1970 from the Provincial Secretariat. Since then the Department has seen several responsibilities transferred to and from it including the Office of the Ombudsman, the Queen's Printer, Information Services Branch, the Censor Board, the Purchasing Bureau, Environmental Management, the Rentalsman and the Rent Regulation Bureau. The Department of Cooperative Development was established in 1971. The new Department of Cooperative, Consumer and Corporate Affairs was established August 1, 1988.

The present Department is made up of four operating divisions: Administration and Finance; Consumers' Bureau; Corporate Affairs, which includes the Public Utilities Board and the Manitoba Securities Commission; and Cooperative and Credit Union Development and Regulation.

The Department's organization chart is set out on page 9.

SCHEDULE 1

STATUTORY RESPONSIBILITIES OF THE
MINISTER OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS

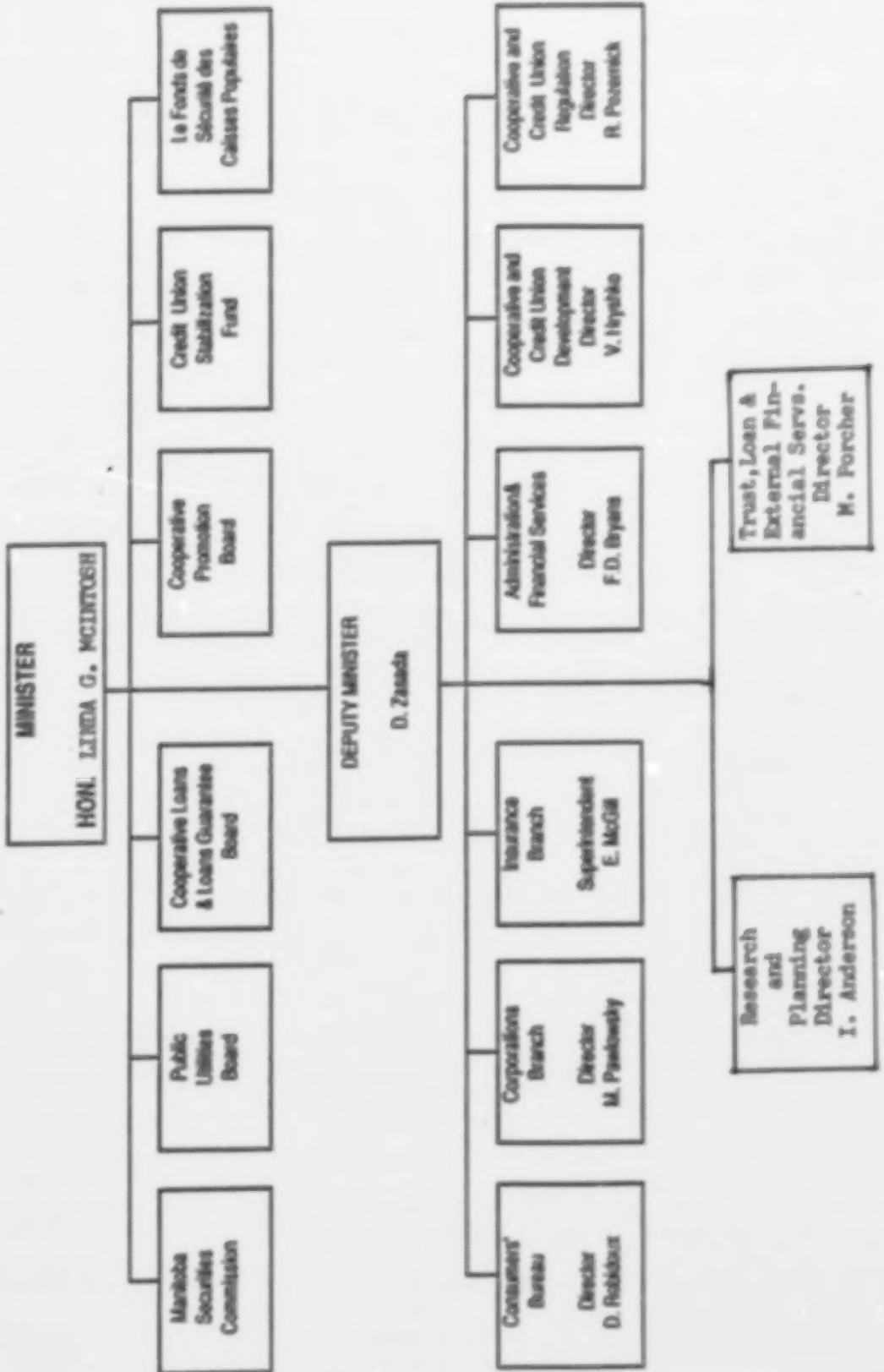
The Business Names Registration Act
The Business Practices Act
The Cemeteries Act
The Charities Endorsement Act
The Commodity Futures Act
The Consumer Protection Act
The Co-operative Association Loans
and Loans Guarantee Act
The Cooperatives Act
The Cooperative Promotion Trust Act
The Corporations Act
The Credit Unions and Caisses Populaires Act
The Embalmers' and Funeral Directors Act
The Insurance Act
The Insurance Corporations Tax Act
The Manitoba Evidence Act (Parts II, III)
The Marine Insurance Act
The Mortgage Dealers Act
The Partnership Act
The Personal Investigations Act
The Prearranged Funeral Services Act
The Public Utilities Board Act
The Real Estate Brokers Act
The Religious Societies' Lands Act
The Securities Act
The Trade Practices Inquiry Act
The Wheat Board Money Trust Act

and:

Manitoba Revised Regulation P 210-R5,
Division IV only, pursuant to
The Public Health Act

DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS

ORGANIZATION CHART



SCHEDULE 3

DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS EXPENDITURE SUMMARY BY MAIN APPROPRIATION

Adjusted Vote 1990-91 -----		Year Ending March 31, 1992 -----
1,113,700	1. Administration and Finance	1,038,400
985,100	2. Consumers' Bureau	1,065,200
5,664,800	3. Corporate Affairs	5,762,600
1,219,000	4. Cooperative Development and Regulation	914,700
-----		-----
8,982,600	TOTAL FOR DEPARTMENT OF COOPERATIVE CONSUMER AND CORPORATE AFFAIRS	8,780,900 =====
=====		

Reconciliation Statement

1990-91 Main Estimates	8,982,600
Transfer of functions to:	
Transfer of functions fr:	
1990-91 Adjusted Vote	----- 8,982,600 =====

SCHEDULE 4

DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS

BY SALARY, OPERATING AND GRANTS

ELEMENT	1990/91	Mar. 31, 1992
SALARIES (Details on Schedule 5)	6,014,800	5,929,100
OPERATING EXPENDITURES	2,891,300	2,775,300
GRANTS	76,500	76,500
TOTAL FOR DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS	8,982,600	8,780,900

SCHEDULE 5

DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS
STAFF YEAR SUMMARY BY APPROPRIATION

RES. NO.	APPROP. NO.	DIVISION/BRANCH	ADJUSTED VOTE 1990-91		YEAR ENDING 1991-92	
			SY	SALARIES	SY	SALARIES

5-1 Administration and Finance						
5-1(a)		Minister's Salary	1.00	20,600	1.00	20,600
5-1(b)		Executive Support	6.00	253,300	6.00	257,600
5-1(c)		Communications & Consumer Ed.	3.00	108,700	1.26	59,000
5-1(d)		Administrative Services	11.26	414,400	11.26	428,200
5-1(e)		Research and Planning	4.00	169,500	3.00	139,700
			-----	-----	-----	-----
TOTAL			25.26	966,500	23.00	905,100
5-2 Consumer Affairs						
(a)						
5-2(b)		Consumers' Bureau	21.00	788,100	23.26	854,500
(c)			-----	-----	-----	-----
TOTAL			21.00	788,100	23.26	854,500
5-3 Corporate Affairs						
5-3(a)		Corporations Branch	28.00	792,200	28.00	833,300
5-3(b)		Insurance Branch	10.00	337,300	9.00	326,000
5-3(c)		Manitoba Securities Commission	29.00	1,205,800	29.00	1,288,800
5-3(d)		Public Utilities Board	8.00	552,000	8.00	558,900
5-3(e)		Trust, Loan & External	9.00	348,600	9.00	379,600
			-----	-----	-----	-----
			84.00	3,235,900	83.00	3,386,600
TOTAL						
Cooperative, and Credit Union						
5-4 Development and Regulation						
5-4(a)		Coop & Credit Union Developmt.				
		Development	11.00	491,600	5.00	241,800
5-4(b)		Coop & Credit Union Regulation				
01		Regulation	11.26	532,700	11.26	541,100
02		Central Registry				
03		Examination				
			-----	-----	-----	-----
TOTAL			22.26	1,024,300	16.26	782,900
			-----	-----	-----	-----
TOTAL FOR DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS			153.00	6,014,800	146.00	5,929,100

SCHEDULE 6

DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS

STAFF YEAR SUMMARY 1991-1992

BY STAFF CATEGORY**

AREA	STAFF CATEGORIES									
	MANAGERIAL		PROF/TECHNICAL		ADMIN. SUPPORT		BOARD MEMBERS		TOTAL	
	SY	\$	SY	\$	SY	\$	SY	\$	SY	\$
Administration and Finance	7.00	347,900	7.26	305,900	8.26	251,300	0.00	0	23.00	905,100
Consumers' Bureau	2.00	114,700	12.00	495,500	9.26	244,300	0.00	0	23.26	854,500
Corporate Affairs	12.00	775,400	21.00	908,100	50.00	1,391,100	0.00	312,000	83.00	3,386,600
Cooperative and Credit Union Development and Regulation	4.00	243,500	9.26	454,400	3.00	85,000	0.00	0	16.26	782,900
TOTAL	25.00	1,481,500	50.00	2,163,900	72.00	1,971,700	0.00	312,000	146.00	5,929,100

NOTE 1 Reconciliation of Amount of Salaries:

Total Salary Costs per Schedule 5

5,929,100

**NOTE: Fractions of staff year represent weeks of employment
 For example: 146.00 staff years means 146 full staff years and 00 weeks of employment.

PART 2
DETAILED FINANCIAL INFORMATION

Adjusted Vote 1990/91	Appro. No.	COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS (V) Details of Appropriation	Year Ending March 31, 1992	Resolu- tion No.
1,113,700	1.	ADMINISTRATION AND FINANCE.....	1,038,400	17
		- Provides Manitobans with a know- ledge of Ministry programs.		
		- Provides executive direction and co-ordination of department pro- grams.		
		- Provides central administrative and financial services for the Ministry programs, Statutory Board and Com- missions.		
		- Provides central administrative and financial services for the Legis- lative Assembly.		
20,600	1(a)	Minister' Salary.....	20,600	Ref. Num. 1
320,200	1(b)	Executive Offices.....	310,600	2
140,800	1(c)	Communications and Consumer Education	91,100	3
447,600	1(d)	Administrative Services... ..	461,400	4
184,500	1(e)	Research and Planning	154,700	5
-----			-----	
1,113,700			1,038,400	
=====			=====	

REFERENCE NUMBER 1

SUB-APPROPRIATION 05-1A

MINISTER'S SALARY

- Provides for the compensation to which an individual appointed to the Executive Council is entitled.

SALARIES	Adjusted Vote 1990-91		Year Ending March 31, 1992	
	SY	\$	SY	\$
Managerial	1.00	20,600	1.00	20,600

REFERENCE NUMBER 2

SUB-APPROPRIATION 05-1B

EXECUTIVE SUPPORT

OBJECTIVES:

To advise the Minister on department operations and policy.

To co-ordinate and manage the activities of the department.

To provide clerical and secretarial support for the offices of the Minister and Deputy Minister.

ACTIVITY IDENTIFICATION:

Administers the Embalmers' and Funeral Directors Act.

Formulates and reviews legislative proposals.

Provides liaison with consumer oriented groups, representatives of the business sector, and government officials.

SALARIES	Adjusted Vote 1990-91		Year Ending March 31, 1992	
	SY	\$	SY	\$
Managerial	1.00	81,900	1.00	81,900
Professional/Technical	2.00	79,500	2.00	80,100
Administrative Support	3.00	91,900	3.00	95,600
	-----	-----	-----	-----
Total Salaries	6.00	253,300	6.00	257,600
	=====	-----	=====	-----
Other Expenditures				
Transportation		17,000		15,000
Communications		15,000		12,000
Supplies and Services		16,700		12,000
Other Operating		18,200		14,000
Computer Related		0		0
Capital		0		0
		-----		-----
Total Other Expenditures		66,900		53,000
		-----		-----
TOTAL EXPENDITURES		320,200		310,600
		=====		=====

The reduction in operating is due to a reduction in the funding level for Executive Support.

REFERENCE NUMBER 3

SUB-APPROPRIATION 05-1C

COMMUNICATIONS AND CONSUMER EDUCATION

OBJECTIVES:

Co-ordinates the Department's consumer education and volunteer outreach program.

SALARIES	Adjusted Vote 1990-91		Year Ending March 31, 1992	
	SY	\$	SY	
Managerial	1.00	24,700	0.00	0
Professional/Technical	1.00	56,600	1.26	59,000
Administrative Support	1.00	27,400	0.00	0
-----	-----	-----	-----	-----
Total Salaries	3.00	108,700	1.26	59,000
	=====	-----	=====	-----
Other Expenditures				
Transportation		800		800
Communications		17,000		17,000
Supplies and Services		11,600		11,600
Other Operating		2,700		2,700
Computer Related		0		0
Capital		0		0
-----		-----		-----
Total Other Expenditures		32,100		32,100
		-----		-----
TOTAL EXPENDITURES		140,800		91,100
		=====		=====

Reductions in Communication staffing are due to a restructuring of Government's Communication resources.

Departmental Communication resources will be used within a Corporate Government framework, with service co-ordinated through the Information Resource Division of Culture, Heritage and Citizenship.

REFERENCE NUMBER 4

SUB-APPROPRIATION 05-1D

ADMINISTRATIVE SERVICES

OBJECTIVES:

To provide administrative, program, and policy support as required.

ACTIVITY IDENTIFICATION:

Carries out the personnel requirements of the Department of Cooperative, Consumer and Corporate Affairs and the Legislative Assembly.

Carries out the accounting requirements of the Department of Cooperative, Consumer and Corporate Affairs and the Legislative Assembly.

Carries out the Administrative requirements of the Department of Cooperative, Consumer and Corporate Affairs and the Legislative Assembly.

SALARIES	\$	Adjusted Vote 1990-91		Year Ending March 31, 1992	
		SY	\$	SY	\$
-----		-----		-----	
Managerial		4.00	187,100	4.00	189,400
Professional/Technical		2.26	90,500	2.26	96,300
Administrative Support		5.00	136,800	5.00	142,500
		-----		-----	
Total Salaries		11.26	414,400	11.26	428,200
		=====		=====	
Other Expenditures					
Transportation			0		0
Communications			12,200		12,200
Supplies and Services			12,600		12,600
Other Operating			3,300		3,300
Computer Related			5,100		5,100
Capital			0		0
			-----		-----
Total Other Expenditures			33,200		33,200
			-----		-----
TOTAL EXPENDITURES			447,600		461,400
			=====		=====

REFERENCE NUMBER 5

SUB-APPROPRIATION 05-1E

RESEARCH AND PLANNING

OBJECTIVES:

To provide support services of an economic, statistical and investigatory nature.

ACTIVITY IDENTIFICATION:

Investigates marketplace problems and assesses alternative responses to them.

Conducts surveys.

Formulates legislation and other action proposals for submission to Cabinet.

Assess methods used by other governments to deal with consumer problems.

Liaises with consumer oriented groups, representatives of the business sector and government officials.

SALARIES	Adjusted Vote 1990-91		Year Ending March 31, 1992	
	SY	\$	SY	\$
Managerial	1.00	54,800	1.00	56,000
Professional/Technical	2.00	90,900	1.26	70,500
Administrative Support	1.00	23,800	0.26	13,200
Total Salaries	4.00	169,500	3.00	139,700
Other Expenditures				
Transportation		1,000		1,000
Communications		6,000		6,000
Supplies and Services		4,200		4,200
Other Operating		2,800		2,800
Computer Related		1,000		1,000
Capital		0		0
Total Other Expenditures		15,000		15,000
TOTAL EXPENDITURES		184,500		154,700

The adjustment of 1.00sy was a vacant half-time research position and a half of a secretarial position.

Adjusted Vote 1990/91	Appro. No.	COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS (V) Details of Appropriation	Year Ending March 31, 1992	Resolu tion No.
\$985,100	2.	CONSUMERS' BUREAU.....	\$1,065,200	18

- Provides for the administration of
Consumer Protection Act, The
Personal Investigations Act and
The Business Practices Act.

				Ref. Num.
\$908,600	2(a)(b)	Salaries and Other Expenditures.....	\$988,700	1
76,500	2(c)	Grants.....	76,500	2
-----			-----	
\$985,100			\$1,065,200	
=====			=====	

REFERENCE NUMBER 1

SUB-APPROPRIATION 05-2A & B

CONSUMERS' BUREAU

OBJECTIVES:

To improve consumer/business transactions.

ACTIVITY IDENTIFICATION:

Investigate consumer complaints.

Facilitates redress by mediation or enforcement of statutory rights.

Provides information in response to consumer and business enquiries.

Reviews consumer loans at financial institutions.

Licenses, registers and sets bonds for certain business activities.

Administers The Consumer Protection Act, The Personal Investigations Act, The Charities Endorsement Act, and The Business Practices Act.

REFERENCE NUMBER 1 (CON'T)

SUB-APPROPRIATION 05-2A & B

CONSUMERS' BUREAU

SALARIES	Adjusted Vote 1990-91		Year Ending March 31, 1992	
	SY	\$	SY	\$
Managerial	2.00	110,800	2.00	114,700
Professional/Technical	11.00	457,400	12.00	495,500
Administrative Support	8.00	199,900	9.26	244,300
Plus funding for retirement of employee	0.00	20,000	0.00	0
Total Salaries	21.00	788,100	23.26	854,500

Other Expenditures

Transportation	12,200	12,200
Communications	83,000	96,700
Supplies and Services	18,300	18,300
Other Operating	7,000	7,000
Computer Related	0	0
Capital	0	0
Total Other Expenditures	120,500	134,200
TOTAL EXPENDITURES	908,600	988,700

The adjustment of 2.26sy and associated funding is related to the new Business Practices Act responsibilities the Consumers' Bureau has taken on.

REFERENCE NUMBER 2

SUB-APPROPRIATION 05-3C

GRANTS

Department of Cooperative, Consumer and Corporate Affairs issues two grants yearly. One is to the Community Financial Counselling Services (formerly Community Consumer Credit Counselling.) The grant is to help provide a credit counselling service for low income individuals, (\$56.1). The second grant is to the Consumers' Association of Canada (Manitoba). The grant enables this organization to provide a product information and product rating service to consumers. It is a service which is not duplicated by any other organization and is provided by a combination of paid and unpaid volunteer staff. (20.4).

OTHER EXPENDITURES	Adjusted Vote 1990/91		Year Ending March 31, 1992	
	SY	\$	SY	\$
Grants	0.00	76,500	0.00	76,500

Adjusted Vote 1990/91	Appro. No.	COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS (V) Details of Appropriation	Year Ending March 31, 1992	Resolu tion No.
\$5,664,800	3.	CORPORATE AFFAIRS.....	\$5,762,600	19

- Provides for the administration of
such Acts as The Corporations
Act, The Insurance Act, The
Securities Act and The Public
Utilities Board Act.

				Ref Num
\$1,333,600	3(a)	Corporations Branch.....	1,340,700	1
425,400	3(b)	Insurance Branch.....	399,300	2
1,346,900	3(c)	Manitoba Securities Commission.....	1,429,900	3
2,117,200	3(d)	Public Utilities Board.....	2,124,100	4
441,700	3(e)	Trust, Loan & External Financial Services	468,600	5
-----			-----	
5,664,800			5,762,600	
=====			=====	

REFERENCE NUMBER 1

SUB-APPROPRIATION 05-3A

CORPORATIONS BRANCH

OBJECTIVES:

To protect the public by providing a corporate registry.

To incorporate and register businesses.

ACTIVITY IDENTIFICATION:

Incorporates Manitoba corporations under The Corporations Act and The Religious Societies' Lands Act.
Registers corporations incorporated other than under The Corporations Act.

Administers The Corporations Act, The Business Names Registration Act, The Partnership Act and The Religious Societies' Lands Act.

SALARIES	Adjusted Vote 1990/91		Year Ending March 31, 1992	
	SY	\$	SY	\$
Managerial	2.00	107,800	2.00	111,700
Professional/Technical	1.00	36,400	1.00	38,500
Administrative Support	25.00	648,000	25.00	683,100
Total Salaries	28.00	792,200	28.00	833,300

Other Expenditures

Transportation	4,500	4,500
Communications	44,100	44,100
Supplies and Services	314,200	289,200
Other Operating	4,500	4,500
Computer Related	174,100	165,100
Capital	0	0
Total Other Expenditures	541,400	507,400
TOTAL EXPENDITURES	1,333,600	1,340,700

The adjustment of \$34.0 in operating reflects the Branch's anticipated workload volumes for 1991/92.

REFERENCE NUMBER 2

SUB-APPROPRIATION 05-3B

INSURANCE BRANCH

OBJECTIVES:

To protect the public while facilitating the transaction of the business of insurance.

ACTIVITY IDENTIFICATION:

Regulates and licenses private insurance companies.

Regulates and licenses insurance agents, brokers and adjusters.

Collects The Insurance Corporations Tax and The Fires Prevention Tax.

Administers The Insurance Act, The Insurance Corporations Tax Act and The Marine Insurance Act.

	Adjusted Vote 1990/91		Year Ending March 31, 1992	
	SY	\$	SY	\$
SALARIES				
Managerial	1.00	61,400	1.00	65,300
Professional/Technical	3.00	111,300	2.00	83,600
Administrative Support	6.00	164,600	6.00	177,100
Total Salaries	10.00	337,300	9.00	326,000
Other Expenditures				
Transportation		5,500		5,500
Communication		26,000		23,000
Supplies and Services		35,300		27,400
Other Operating		16,300		12,400
Computer Related		5,000		5,000
Capital		0		0
		88,100		73,300
TOTAL EXPENDITURES		425,400		399,300

The adjustment of 1.00sy and associated funding was a vacant officer position.

REFERENCE NUMBER 3

SUB-APPROPRIATION 05-3C

MANITOBA SECURITIES COMMISSION

OBJECTIVES:

To protect the public while facilitating the legitimate raising of capital.

ACTIVITY IDENTIFICATION:

Licences securities dealers, brokers, underwriters, securities salesmen and investment counsel.

Requires full, true and plain disclosure of all material facts relating to new issues of securities.

Provides a comprehensive regulatory scheme designed to make available to shareholders and the public a full range of continuing financial and other information.

Overseas self-regulatory activities of the Winnipeg Commodity Exchange.

Licenses and regulates the activities of real estate and mortgage brokers, dealers and sales people.

Administers The Securities Act, The Commodity Futures Act, and the Mortgage Dealers Act.

SALARIES	Adjusted Vote 1990/91		Year Ending March 31, 1992	
	SY	\$	SY	\$
Managerial	6.00	359,700	6.00	394,700
Professional/Technical	10.00	424,900	10.00	429,800
Administrative Support	13.00	331,200	13.00	352,300
Other (Board Members)	0.00	90,000	0.00	112,000
Total Salaries	29.00	1,205,800	29.00	1,288,800 (1)
Other Expenditures				
Transportation		15,300		15,300
Communications		38,000		38,000
Supplies and Services		69,700		69,700
Other Operating		18,100		18,100
Computer Related		0		0
Capital		0		0
Total Other Expenditures		141,100		141,100
TOTAL EXPENDITURES		1,346,900		1,429,900

(1) Increase is due largely to retirement cost.

REFERENCE NUMBER 4

SUB-APPROPRIATION 05-3D

PUBLIC UTILITIES BOARD

OBJECTIVES:

To exercise general supervision over the operations of public utilities in Manitoba, regulating rates, service practices and certain specified business operations of the various utilities under its jurisdiction.

To licensing persons providing pre-arranged funeral services and operators of certain cemeteries together with the authorizing of fees charged for such services.

ACTIVITY IDENTIFICATION:

Has regulatory authority under The Crown Corporations Public Review and Accountability Act, of Manitoba Telephone System, Manitoba Hydro and Manitoba Public Insurance Corporation.

Has regulatory authority under The Public Utilities Board Act of natural gas and propane distribution utilities.

Administers portions of the Municipal Act pertaining to water and sewer utilities and transit utilities.

Acts as an appellate tribunal in appeals under The Highways Protection Act from decisions of The Highway Traffic Board.

Administers The Prearranged Funeral Services Act and The Cemeteries Act.

REFERENCE NUMBER 4 CON'T)

SUB-APPROPRIATION 05-3D

PUBLIC UTILITIES BOARD

SALARIES	Adjusted Vote 1990/91		Year Ending March 31, 1992	
	SY	\$	SY	\$
Managerial	2.00	145,000	2.00	147,300
Professional/Technical	2.00	99,200	2.00	92,500
Administrative Support	4.00	107,800	4.00	119,100
Other (Board Members)	0.00	200,000	0.00	200,000
Total Salaries	8.00	552,000	8.00	558,900
Other Expenditures				
Transportation		42,500		42,500
Communications		47,500		47,500
Supplies and Services		1,391,500		1,391,500
Other Operating		58,700		58,700
Computer Related		25,000		25,000
Capital		0		0
Total Other Expenditures		1,565,200		1,565,200
TOTAL EXPENDITURES		2,117,200		2,124,100

REFERENCE NUMBER 5

SUB-APPROPRIATION 05-3E

TRUST, LOAN AND EXTERNAL FINANCIAL SERVICES

OBJECTIVES:

To provide a legislative and regulatory framework to safeguard the funds gathered from the public and ensure the prudent investment of those funds by trust and loan corporations.

To provide accounting, auditing and consulting to cooperatives to ensure the viability of the cooperative sector of the economy.

To provide financial expertise and maintenance of the Department's cooperative loan portfolio.

ACTIVITY IDENTIFICATION:

Administration of Part XXIV of The Corporations Act and Section 76 of The Trustee Act.

Regulation and licensing of Manitoba trust and loan corporations.

Registration of extra-provincial and federal trust and loan corporations.

Upgrading and maintenance of applicable legislation including the harmonization of our legislation with other jurisdictions.

Provide information to the public and industry as well as investigate complaints dealing with trust and loan corporations.

Full accounting services are provided to northern fishing cooperatives.

Independent audits, financial statements and tax returns are prepared for select external cooperatives.

Financial training and consultation is provided to various socio/economic cooperatives.

Financial analysis and review of various data for the cooperative division, the Cooperative Loans & Loans Guarantee Board and the Cooperative Promotion Board.

Monitoring and collection of loans/guarantees under the Department's loan portfolio.

REFERENCE NUMBER 5 (CON'T)

SUB-APPROPRIATION 05-3E

TRUST, LOAN AND EXTERNAL FINANCIAL SERVICES

SALARIES	Adjusted Vote 1990/91		Year Ending March 31, 1992	
	SY	\$	SY	\$
Managerial	1.00	56,400	1.00	56,400
Professional/Technical	6.00	234,700	6.00	263,700
Administrative Support	2.00	57,500	2.00	59,500
Total Salaries	9.00	348,600	9.00	379,600
Other Expenditures				
Transportation		15,900		15,900
Communications		12,900		12,900
Supplies and Services		24,300		24,300
Other Operating		34,000		29,900
Computer Related		6,000		6,000
Capital		0		0
Total Other Expenditures		93,100		89,000
TOTAL EXPENDITURES		441,700		468,600

Adjusted Vote 1990/91	Appro. No.	COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS (V) Details of Appropriation	Year Ending March 31, 1992	Resolu- tion No.
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\$1,219,000	4.	COOPERATIVE AND CREDIT UNION DEVELOPMENT AND REGULATION.....	\$914,700	20
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- Provides development support to cooperative and credit union/caisses populaire operations. This enables the development of viable cooperatives, resulting of the quality and range of services and employment opportunities.
- Ensures progressive legislation to enhance the effectiveness of cooperative and credit union/caisses populaires.
- Ensures compliance to the Acts and Regulations established to regulate cooperative and credit unions/caisses populaires.

				Ref. Num.
639,600	4(a)	Cooperative and Credit Union Development	327,100	1
579,400	4(b)	Cooperative and Credit Union Regulation	587,600	2
-----			-----	
\$1,219,000			\$914,700	
=====			=====	

REFERENCE NUMBER 1

SUB-APPROPRIATION 05-4A

COOPERATIVE AND CREDIT UNION DEVELOPMENT

OBJECTIVES:

To provide assistance to the development of new cooperative enterprise in all fields of endeavor with special emphasis on certain economic and social sectors such as commercial fisheries, housing, employment, agriculture, utility, day care, health care and others.

To provide public awareness of the cooperative option as an alternative to provide goods and/or services to the citizens of Manitoba.

To develop new programs identified as priorities by the government.

To recommend policy, program implementation and program termination.

ACTIVITY IDENTIFICATION:

Identification of economic and social sectors with potential for development, i.e. a pro-active approach to economic development.

Identification of target groups and geographic regions, i.e. Native, northern, rural, agricultural, etc.

Provision of information to groups, organizations and the general public on cooperative and other common corporate structures.

Assistance with the incorporation process, including legal documentation, explanation of charter-by-laws, operating and personnel policies.

Assistance with the development of budgets, financial packages, short and long term operational planning.

REFERENCE NUMBER 1 (CON'T)

SUB-APPROPRIATION 05-4A

COOPERATIVE AND CREDIT UNION DEVELOPMENT

ACTIVITY IDENTIFICATION (CON'T)

Training of directors, members and staff on respective roles, functions and responsibilities.

Training on management of business enterprise.

Design and placement of account systems suitable for the type of operation.

Liaison between cooperatives, the department and various federal, provincial, internal and external agencies and departments.

Operational counselling and management support.

Administration of special programs, e.g. Employment Cooperative Program, Cooperative Home Start Program.

Staff training.

Compiling statistical data.

Development of branch estimates.

Provision of support services to new and established cooperatives.

EXPECTED RESULTS:

Increased economic & social activity in Manitoba.

Development of community-based enterprise.

Increased capital investment in Manitoba.

Creation of new employment opportunities.

Preservation of jobs that are threatened by business failure or closures.

REFERENCE NUMBER 1 (CON'T)

SUB-APPROPRIATION 05-4A

COOPERATIVE AND CREDIT UNION DEVELOPMENT

EXPECTED RESULTS (CON'T)

Responding to public demands for goods or services.

Implementation of government policy and direction on social and economic issues.

SALARIES	Adjusted Vote 1990/91		Year Ending March 31, 1992	
	SY	\$	SY	\$
Managerial	1.00	65,300	1.00	65,300
Professional/Technical	8.00	379,400	3.00	148,200
Administrative Support	2.00	48,900	1.00	28,300
	11.00	493,600	5.00	241,800
Plus: Staff Turnover		0		2,000
Less: Staff Turnover		(2,000)		(2,000)
Total Salaries	11.00	491,600	5.00	241,800
Other Expenditures				
Transportation		35,900		20,300
Communications		24,500		15,000
Supplies and Services		39,000		23,000
Other Operating		48,600		27,000
Computer Related		0		0
Capital		0		0
Total Other Expenditures		148,000		85,300
TOTAL EXPENDITURES		639,600		327,100

The adjustment of 6.00sy was five officer positions, one clerical position, and related funding.

REFERENCE NUMBER 2

SUB-APPROPRIATION 05-4B

COOPERATIVE AND CREDIT UNION REGULATION

OBJECTIVES:

To provide a legislative and regulatory framework which promotes the orderly growth and development of cooperatives, credit unions and caisses populaires in Manitoba.

To provide a level of protection to members of cooperatives, credit unions and caisses populaires through the administration of the respective Acts and Regulations.

ACTIVITY IDENTIFICATION:

Monitor and inspect credit unions, caisses populaires, centrals and stabilization funds for compliance to the Acts and Regulations.

Approve incorporation documents, by-law changes, offering statements and annual reports.

Monitor the effectiveness of current legislation and develop new legislation.

Interpret intent of the Act, Regulations and by-laws of cooperatives, credit unions and caisses populaires.

Mediate disputes between members and their cooperative, credit union or caisse populaire.

Maintain statistical data on cooperatives, credit unions and caisses populaires.

REFERENCE NUMBER 2 (CON'T)

SUB-APPROPRIATION NUMBER 05-4B

COOPERATIVE AND CREDIT UNION REGULATION

EXPECTED RESULTS:

Improved cooperative, credit union and caisse populaire operations.

Reduced reliance of credit unions and caisses populaires on stabilization funds and government.

Increased self-regulation and accountability.

Informed public.

SALARIES	Adjusted Vote 1990/91		Year Ending March 31, 1992	
	SY	\$	SY	\$
Managerial	3.00	178,200	3.00	178,200
Professional/Technical	6.26	301,700	6.26	306,200
Administrative Support	2.00	52,800	2.00	56,700
Total Salaries	11.26	532,700	11.26	541,100
=====				
Other Expenditures				
Transportation		6,500		6,300
Communications		14,200		14,200
Supplies and Services		16,700		16,700
Other Operating		9,300		9,300
Computer Related		0		0
Capital		0		0
Total Other Expenditures		46,700		46,500
TOTAL EXPENDITURES		579,400		587,600
=====				

PART 3
HISTORICAL INFORMATION

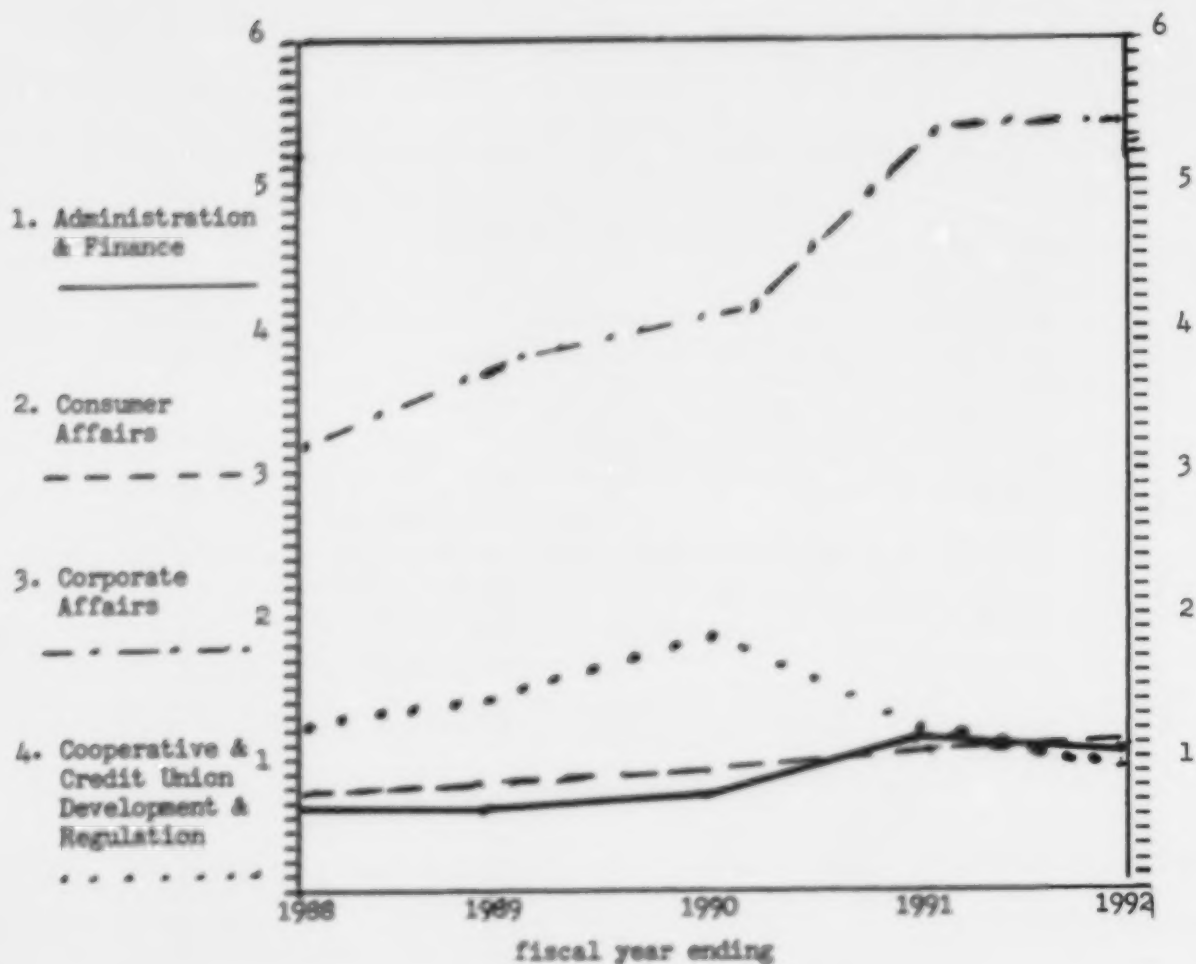
DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS

FIVE YEAR EXPENDITURE AND STAFFING SUMMARY

FOR YEARS ENDING MARCH 31, 1968 - MARCH 31, 1992

	Y E A R S					E X P E N D I T U R E S					A d j u s t e d V o t e					M a i n E s t i m a t e s				
	1967	1968	1968	1968	1968	1968	1968	1968	1968	1968	1968	1968	1968	1968	1968	1968	1968	1968	1968	1968
Administration and Finance	16.17	693,300	16.17	677,600	17.17	701,000	25.26	1,113,700	23.00	1,030,400										
Consumers' Bureau	21.00	738,700	21.00	799,500	21.00	834,900	21.00	985,100	23.26	1,045,200										
Corporate Affairs	65.26	3,173,700	68.00	3,770,300	70.26	4,158,100	84.00	5,644,800	83.00	5,762,600										
Cooperative & Credit Union Development and Regulation	43.00	1,239,000	44.26	1,483,700	38.26	1,823,900	22.26	1,219,000	16.26	914,700										
TOTAL	145.43	5,844,700	151.43	6,651,100	147.17	7,517,900	153.00	8,982,600	146.00	8,790,900										

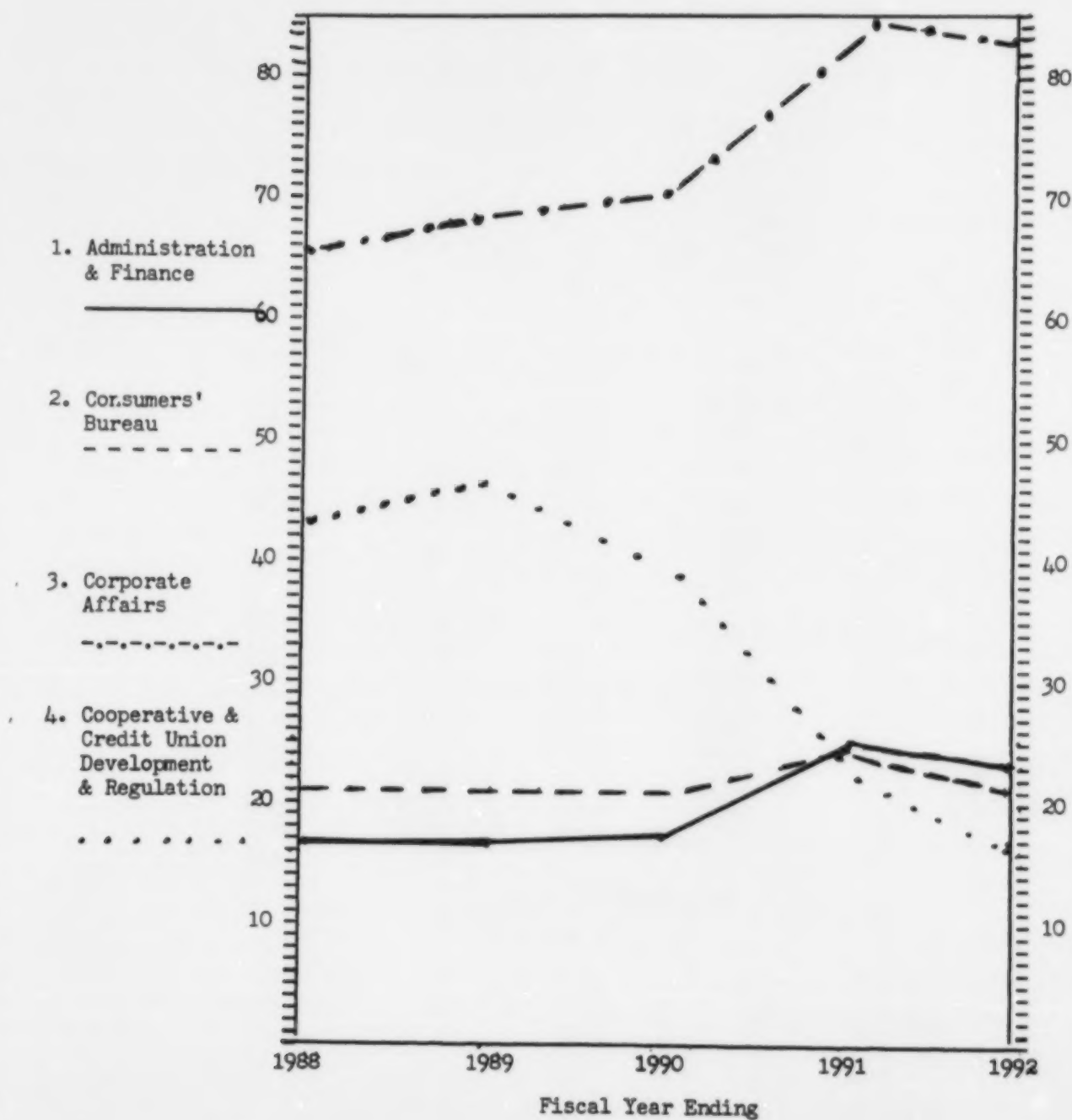
DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS
FIVE YEAR EXPENDITURE HISTORY
BY MAIN APPROPRIATION



DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS

FIVE YEAR STAFF HISTORY

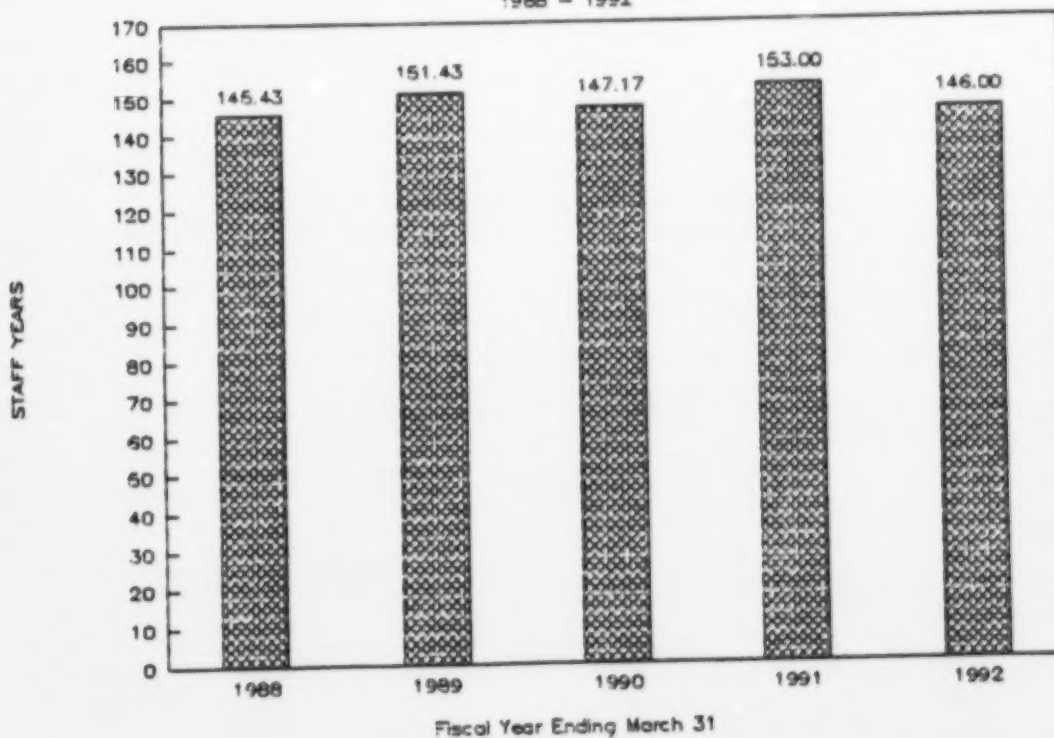
BY MAIN APPROPRIATION



DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS

FIVE YEAR STAFF HISTORY

1988 - 1992



APPENDIX 5

DEPARTMENT OF COOPERATIVE, CONSUMER AND CORPORATE AFFAIRS

FIVE YEAR REVENUE SUMMARY

RELATED TO MAJOR PROGRAMS

	1987/88	THE ACTUAL REVENUES 1988/89	1989/90	Print 1990/91	Estimate 1991/92
Administration and Finance	83,200.00	88,602.00	146,172.46	115,500.00	115,500.00
Consumers' Bureau	183,600.00	209,558.00	248,281.82	244,700.00	238,400.00
Corporate Affairs	26,398,600.00	27,874,716.00	30,275,746.52	30,853,200.00	31,490,000.00
Cooperative & Credit Union Development and Regulation	49,200.00	54,352.00	61,216.11	54,000.00	39,000.00
TOTAL	26,714,600.00	28,227,228.00	30,731,416.91	31,267,400.00	31,882,900.00